



BROOKMANS

Now for the Terms...

Decorating

You're welcome to arrive early to decorate the room if there is no previous booking. We can only advise this the day prior to your booking. Should you require guaranteed earlier access, there may be an additional charge. We do not allow table confetti or any decorations stuck to walls. Any damage caused to any part of decor may be liable to damage costs.

Deposits & Pre-payments

For exclusive hire on Fridays, Saturdays and Sundays, Bank Holidays and other key dates, card details are required as confirmation of your booking. Bills must be settled on the day of the event and cannot be carried over to a later date.

Room Damage

By agreeing to these t's and c's, we reserve the right to authorise a charge to your payment card, or withhold part of full payment of your deposit to put right any damage caused during your event. This may also cover any specialist cleaning of items removed from the room. A full invoice will be provided of any additional charges occurred.

Smoking

The Gold Room is entirely smoke-free. Smokers should use the front patio just outside the building. To restore clean air, there will be £200 charge to the booker should anyone smoke inside.

Cancellation Policy

For exclusive events use of the Gold Room, cancellation must be given in writing 7 days prior to your event. Should you wish to cancel within 7 days of your event, a cancellation fee of £250 will be charged to your card.

Minimum Spend

We do not charge room hire, we work towards a minimum spend charge of £1000 with an equal split on food and drink.

Parking

We are pleased to be able to offer you & your party free parking in our car park. In order to keep plenty of spaces in the car park free for our guests, we ask that you register your registration plate in a tablet on the front of the main bar when you arrive. Failure to do this can result in a ticket from the managing company of the car park, but if you send the ticket over to us, we can get this cancelled off for you

Bradmore Green, Brookmans Park, Hertfordshire, AL9 7QW

01707 664144

www.brookmanspark.co.uk



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Pre-orders

All food and drink pre-orders must be provided 7 days prior to your event. We endeavour to cater for dietary requirements, let us know on your pre-order. Unfortunately, we cannot cater for a Halal menu.

Outside catering & drinks

We pride ourselves on serving the good stuff and unfortunately do not allow outside caterers to provide food to events held with us without a charge. Similarly we believe our drink range offers choice and variety, but if there is a specific wine or champagne you wish to bring your event talk to us about corkage.

Event use

We are very flexible and happy to accommodate bespoke events. We welcome live music, DJ and entertainment - do you let us know in advance of any outside suppliers you are using. We do not have a preferred supplier list. We reserve the right to control the volume due to our licensing laws.

High chair

We have limited high chairs available - should you require a high chair for your event, please let us know on confirmation of booking.

Opening hours

We open from 8.30am. Our licensing hours are 8.30am-11pm Monday-Thursday, 8.30am - 12am Friday - Saturday, and 8.30am-10.30pm Sundays

Music

Guests are welcome to play their own music through our system. We do, however, reserve the right to control the volume. Music can be played via an auxiliary cable connected direct to our music system.

Maximum Capacity

For seated events we can comfortably accommodate 18 guests. For standing drinks and buffet events our capacity is 100.

Fire Safety

In the event of fire please vacate the building at the nearest exit. Exits are at the front of the building. Do not tackle a fire, and raise the alarm in the event of finding fire.

Time in room

Please respect your time allocation should this apply to your booking to ensure any booking following yours gains access at their agreed time. Please refer to your booking confirmation for further details.

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